

I.S.P.C.
February 8, 2007
Meeting Minutes

Attendees: Don Herz, Dennis Meyer, Ken Kuszak, Randy Ober, and Doug Thomas

Administration

Budget

All of the budget packets have now been sent out. Most of the City and County entities had an IT decrease for next year. IS lost (2) FTE's (retirees) to come in at 98% of their budget for FY2007/2008 as required by the Mayor's Office. General Fund agencies have a 94% initial requirement. IS will not attempt to restore anything beyond our original submission. We put virtually all capital outlay projects on hold as well as all travel for 07/08.

GAIC Meetings

The GAIC meetings will be held on a bi-monthly basis with the next meeting to be held in March. In the off months we will send out a recap of IS/Web activities for review by the GAIC. Minutes will be sent in the off months as well as prior to the bi-monthly meetings.

eDiscovery

In mid December, we were advised by Tonya Skinner from the City Attorney's office that a federal government had passed laws which required certain records to be archived beyond what had previously been required. Email was included in this group. Ken was contacted by EMC, a company that wanted to introduce us to their eDiscovery tool. The City and County Attorney's sat in on a meeting held last Friday, with EMC. Advantages to eDiscovery versus TRIM, is that there is no manual intervention required thus the tool provides certified authenticity to a judge in that the records are original in nature and in their native format and not subject to modification. There will be follow up meetings in this area as we become more familiar with the requirements. Our current Notes backup philosophy is meeting the federal mandate, but the EMC product has enhanced searching capabilities. In addition, it is also capable of crawling (searching) local PC hard drives which are attached to the network. We have not had any cost estimates on the product but based on it functionality there is no question that they don't "give it away".

Networking

Fiber Projects

K Street

Last week due to a fiber break within the K Street building, there were problems with the wireless connection from K Street to the Juvenile Detention Center and Urban Development. The two entities were down about 2 hours until we could install a cat 5 wire to their hub. Commonwealth is now working on installing conduit through the entire fiber path to reduce the chances of this human error (by someone working above the ceiling tile in K Street) bringing down the wireless system. When we originally installed this fiber it was supposed to be a

temporary/non-critical run, well it's become a production fiber run so we need to learn from this one. The expected completion date is February 16th.

Lancaster Manor

The fiber between the Manor and Trabert Hall crashed late Friday afternoon. We have had no progress at all with using heat tape to melt what we thought was ice in the line (old steam line between buildings). We worked Friday night and through the day on Saturday, trying to get them up and going. Finally, late Saturday afternoon Windstream was contacted to install a temporary DSL when it was clear it was a fiber problem. They indicated they'd get someone there and get the Manor up first thing Monday am (they couldn't get anyone out until that time). They didn't actually arrive on site until mid afternoon on Monday. The Manor had access back around 6 pm Monday evening, however their system was not as fast and they had real problems downloading graphics for daily newsletters. Due to all the problems, we are thinking that this fiber should be dug up and reinstalled since we aren't making any headway getting the pipe thawed.

Northeast Treatment Plant

We are putting in fiber on the Waste Water Northeast Treatment Plant campus so that there can be microwave connectivity from our network to the Water Department campus in Ashland.

Tier 3 DSL

In working through the problems that occurred with Lancaster Manor, we have discovered that we had not been set up with Tier 3 DSL, as we had requested in May of 2006. Chris from Windstream is working on getting our service upgraded from Tier 1 to Tier 3.

Firewall

January 29th and 30th, we added some firewall problems. We had identified a PC at the Corrections Division that appeared as though it was trying to do a Weatherbug update. The attempted update resembled a denial of service sending 70,000 messages across the network in a matter of 2 to 3 minutes. While this is less than ideal, it shouldn't have caused the network to crash. Chad went over and cleaned up the machine and found a trojan on the machine that might have contributed to the problem. Once it was removed everything went back to normal.

Systems Development

(ZEM)-Public Works Maintenance

Public Works Maintenance (ZEM) has been looking to replace their current Equipment Management System with a new system to be written by IS. We are presently continuing interviews for billing, budgeting, and depreciation. We will also be scheduling meetings with other agencies to hear their input on additional features. We hope to have the System Requirements Document complete and ready to present for approval by the end of February.

County Attorney/Public Defender Case Management

DefenderData staff are currently onsite to install a development system on several PC's in the Public Defender and County Attorney offices. The plan is to have staff in both offices use the system and provide feedback while they are here and are able to make immediate changes.

InterLinc eGov

The last small group of Web Assistant II's were trained last month. The Web Assistant I course work continues to be prepared with first classes planned to begin in the spring. The entire WI-LINC Commission met on the 16th of January. Terry and Chris gave an InterLinc demonstration to the AITP group on 1/18/07. Vince and Terry met with each vendor/partner on 1/12/07, and selected the new InterLinc Partners, who are Windstream, KLKN, and KFOR. Phase II of the InterLinc Action Center (Ombudsman), is scheduled to begin 2nd quarter 2007. A new ePay parking option is being designed to allow the reloading of parking garage fees via InterLinc. There have been 235 swimming pool passes purchased already for the upcoming season. Chris will begin to work on the ePay Parks Shelter and Golf Reservations systems soon. We should be able to deploy the new virtual tour of the County/City Building in the next month or so assuming we get the sign off from law enforcement.

Empagio Beta Project (Tesseract)

Project planning for production implementation in FY2007/2008 are currently underway.

CIP Automation

System went live 2/1/07 as scheduled. GIS and Reporting modules are being added.

ENTERPRISE ONE Upgrade (PeopleSoft)

Final directory, space, and software cleanup efforts begin the weekend of 1/6/07, and are ongoing.

Technical Support**County PeopleSoft AS/400**

The County PeopleSoft As/400 prime shift utilization in January was 5.09%, compared to 4.17% in December. Disk utilization was 53.7% compared to 57.46% in January. The consultant cleaned up what they could over the weekend of January 6th. The AS/400 PeopleSoft and JDE systems, both will need to have operating system upgrades, as these go unsupported in late spring.

City JDE AS/400

The City Finance JDE AS/400 prime shift utilization in January was 14.25%, compared to 11.86% in December. Disk utilization is 65.7%.

Lancaster Manor

The Lancaster Manor American HealthCare software was upgraded to release 4.0 on Friday, January 26th to bring them up to the most current release. The current disk utilization is 37.3%.

IBM "Mainframe"

The IBM z/890 Enterprise Server prime shift utilization was 47.24% in January, compared with 49.81% in December. There were 2,677,769 CICS transactions executed which included 413,116 web transactions.

Konica Printer

IS recently acquired a new Konica Laser Printer which was purchased from the "Cost per copy contract" from the City and County. The new printer has more speed and is capable of printing 105 pages per minute. We will be using the new printer to laser print the new 8 ½ x 11 LES bills beginning April 1st.

Information Center**Novell 6.5**

We did a rebid for lower pricing of the Novell 6.5 software purchase. We had not heard from the Novell representative who was going to give us special pricing prior to the closing of the bid. Having the software rebid saved us \$25,000 to a new total of \$119,634 versus \$144,852. The software has been received, and Tim is testing it out. He is checking into the single/universal sign on that is part of this software. We aren't sure how many interfaces for single sign on the Novell supports?

Mental Health

Mental Health have been approved for (10) Lotus Notes licenses, which have already been installed. They would like to have Instant Messaging for the sake of informing employees when clients have arrived. They are using this on a 90 day trial basis priced at \$17 each. Due to HIPAA/Retention ramifications, instant messaging may need to be approved by the County Board. It is also free with Notes for the 10 users but it's probably not an enterprise solution for them since only 10 people have Notes.

LOTUS Notes

We have a known problem with LOTUS Notes which will not allow the scheduling of repeated meetings on other employees calendars. Public Works and the Health Department use their receptionists to record meetings in LOTUS Notes calendars for their staff. IBM is aware of the problem and is working on getting it fixed.

Project DOX

Rita has informed us that they do want to go ahead with these applications. The servers have already been purchased. The cost was \$9,000 for the SQL and Server licenses. The software has not been purchased yet.

Virtual Server

The virtual server that IS has had, is now full with 5 to 6 applications. A second virtual server has been purchased and received for additional applications. A cost effective annual charge of \$3,000 would be charged to the departments for server application. The flat fee would include the server usage, support, and port charges.

Next Meeting

March 8, 2007